

2015

JobLinks Tennessee

K-8 TOOLKIT

PRESENTED BY:



JobLinks Tennessee: K–8 Toolkit

Developed by: Battelle for Kids

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Introduction

“What do you want to be when you grow up?” When asked this question, some students can confidently respond, with a clear sense of purpose and direction. Many, however, face uncertainty about their future, not knowing enough about themselves or their career options to choose their path. Yet, engagement in school requires *relevance*; students must understand how their current learning will affect their future success.

The importance of career relevance has clear implications for high school students, many of whom now have dual enrollment options, internships, and other opportunities to apply their knowledge in the real world. However, these opportunities often exclude a key demographic—middle school students. This raises a number of concerns, especially in light of recent research from ACT (2014) that finds that that academic achievement in eighth grade is among the best predictors of college and career readiness, yet less than 20 percent of eighth graders are on track to be ready for college-level work by the time they graduate high school. Clearly, steps must be taken to increase relevance for students long before they reach high school.

In spring 2015, Battelle for Kids (BFK) gathered feedback from K–12 educators, higher education faculty, and business and community leaders from across the state to uncover the challenges they face in helping students make connections between education and jobs. From their responses, five key themes emerged: A lack of meaningful exposure to different careers, students’ difficulty in understanding the purpose of what they are learning, a need for hands-on learning opportunities, limited availability of career-related resources in schools, and students entering the job market without necessary skills.

BFK developed the **JobLinks Toolkit** to address these concerns and help educators prepare students for college and careers. This free toolkit leverages a number of valuable resources already provided to Tennessee educators, compiling them in a user-friendly repository to save time, create coherence, and complement existing state initiatives.

BFK believes education is the key to economic vitality, and is pleased to provide this resource to help Tennessee students shape their future.

Implementation Recommendations

The JobLinks Toolkit contains a variety of resources to support collaboration between educators, as well as a parent guide to encourage career exploration at home. Resources are organized by grade level; specific categories are as follows:

K–2: Discover

Students gain awareness of jobs within their community.

3–5: Engage

Students broaden their understanding of jobs that exist in their community and beyond, and begin to cultivate their personal interests.

6–8: Invest

Students explore their career interests, uncover their strengths, and plan for their future.

Within each category, resources are tagged using the following icons:



Career Exploration



Instructional Planning



Interest/Skills Assessments



College Planning

Following are several recommended uses for the toolkit:

School Leaders

- Facilitate collaboration between teacher teams to incorporate career-focused lessons and activities into various units of study.
- Facilitate collaboration across grade levels or departments to help provide students with consistent, coherent exposure to multiple career paths.
- Engage the community through guest speakers, job shadowing, career day, and similar activities aligned with instructional units.
- Organize industry field trips that allow students to see career possibilities in their backyard.

Teachers

- Enhance current units of study by incorporating career-focused research opportunities, activities, or culminating projects.
- Supplement instruction with centers or activities using online games and resources.
- Have students build career portfolios or complete similar projects that help them put their plans in writing to make them tangible.

Spotlight On:

Crockett County Middle School (Alamo, TN)

At Crockett County Middle School (CCMS), career awareness is a major priority. Students' middle school experience includes multiple opportunities to explore diverse careers and uncover their personal interests. For instance:

- All CCMS students complete the Kuder[®] Career Assessment and create online profiles to use for career exploration.
- School staff leverage the career component of the ACT Explore test ensure learning aligns with students' interests.
- Eighth grade students participate in job shadowing at local businesses/industries, conduct a career interview, and write a report on a career of their choice.

- Administer interest assessments at the beginning of the year, and provide individualized learning opportunities and projects based on students' results.
- Incorporate career-focused dialogue into parent communication, and offer this toolkit as a resource to families.
- Collaborate with arts teachers, librarians, etc., to help students create profiles and engage in career exploration, especially if the school does not have a guidance counselor.

School Counselors

- Support and collaborate with teachers and school leaders to implement the Tennessee School Counseling and Career Guidance Standards.
 - Link: <http://www.tn.gov/education/article/counseling-and-career-guidance>
- Organize “data chats” in which students complete career inventory assessments, narrow their interests, and work with their teachers, counselors, and parents to examine their TVAAS projections and other data to determine whether they are on track to achieve their goals. Offer school-wide training to help teachers and administrators implement data chats.
- Create vocation pamphlets that highlight job opportunities in the region, outline expected duties and skill sets, and lay out the path required to receive a certification or degree.
- Raise awareness about various pathways to certification, such as the Tennessee College of Applied Technology (TCAT) certificate programs.
 - Link: <https://www.tbr.edu/tcat/institutions>

Parents

- Help children uncover interests and start planning for college and careers.

Spotlight On:

The Highlands Workforce Development and Education Committee

The Highlands Workforce Development and Education Committee aims to improve educational outcomes and job readiness in the current and future workforce. Strategies include training, development, and work-based learning opportunities that reflect the needs of targeted and existing industries. Efforts include:

- **The Workforce Development and Education Steering Committee:** Provides oversight for all programs and initiatives.
- **TN Scholars Program:** Encourages students to select rigorous high school courses, maintain a high attendance record, and complete 80 hours of community service.
- **Speakers Program:** Engages area employers to share their experiences with middle school students to highlight the importance of school in finding a rewarding career.
- **Parental Engagement Program:** Partners with churches, workplaces, school districts, and community organizations to offer informative, conveniently-located seminars for parents and guardians. Seminars focus on providing families with the tools and resources needed to help students graduate college- and career ready.
- **Annual 8th Grade Career Fair:** Allows students to connect with employers to learn about jobs, educational requirements, and earning potential in diverse industries. Over 1,400 students from Jackson, Overton, Putnam, and White counties participate each year.
- **Pathways to Prosperity:** Works with educators, employers, and institutes of higher education to help students gain industry credentials aligned with local labor market needs.
- **Highlands Emerging Leaders:** Supports current and future young leaders through seminars, professional development opportunities, and recognition events.

Grades K–2: Discover

American Veterinary Medicine Association Tools for K–12 Educators

- **Resources:** Lesson plans, activity books, career brochures, games and other resources for K–3, 4–6, and 7–12 classrooms.
- **Link:** <https://www.avma.org/kb/k12/pages/avma-educational-resources.aspx>

Bureau of Labor Statistics—Students

- **Resources:** Games and quizzes, careers organized by interest types, video career profiles, economic and workforce information, activities (e.g., “Choosing a Career”—comprehensive career exploration project).
- **Link:** <http://www.bls.gov/k12/teachers.htm>

Careers are Everywhere Activities Workbook (Developed by the Texas Workforce Commission, Department of Labor Market and Career Information)

- **Resources:** Activities related to 16 career clusters including: Coloring pages, “My First Résumé”, interview simulation, work habits self-assessment, and puzzles/games.
- **Link:** http://breitlinks.com/careers/career_pdfs/CareerActivitiesBook.pdf

Code.org

- **Resources:** Games, tutorials, and resources to help students ages 8+ learn how to write computer programs, use JavaScript, etc.
- **Link:** <http://code.org/learn>

DiscoverE

- **Resources:** Engineering resources for students, parents, teachers, and counselors, including, career profiles, videos, activities, and guidance for preparing for college.
- **Link:** <http://www.discovere.org/>

First-School.ws

- **Resources:** Activities and crafts related to the theme of community helpers.
- **Link:** <http://www.first-school.ws/theme/commhelpers.htm>

FBI Kids Page

- **Resources:** Games, kid-friendly overview of the FBI, and animated career profiles.
- **Links:** <http://www.fbi.gov/fun-games/kids/kids>

Health Careers Center

- **Resources:** Brief descriptions and coloring pages related to various healthcare careers.
- **Link:** <http://www.mshealthcareers.com/fun/coloring.htm>

Kids.Gov: Teachers—Jobs

- **Resources:** Video profiles of individuals in various careers including Archeologist, Chemist, and Oceanographer.
- **Link:** <http://kids.usa.gov/teachers/jobs/index.shtml>

KnowItAll.Org—Kids Work!

- **Resources:** Interactive map with embedded games, career profiles, work space exploration tools, coloring pages, and classroom activities related to healthcare, communications, and performing arts.
- **Link:** <http://www.knowitall.org/kidswork/>

Kuder®

- **Resources:** Career assessment inventories and planning resources, including a career portfolio builder. Kuder Galaxy is designed for pre-K–5 career awareness and Kuder Navigator supports grades 6-12 career planning.
- **Link:** <http://www.kuder.com/>

NASA.Gov

- **Resources:** Online games, classroom activities, and career profiles, and other resources for K–12 educators and students.
- **Link:** <http://www.nasa.gov/>

National Security Agency—America’s CryptoKids®

- **Resources:** Online games to introduce security-related skills (e.g., cracking codes).
- **Link:** <https://www.nsa.gov/kids/home.shtml>

San Diego Zoo Kids

- **Resources:** Games, activities, and profiles for careers at the zoo.
- **Link:** <http://kids.sandiegozoo.org/>

School Counselor Blog

- **Resources:** Tools for elementary and middle school career awareness and planning, lesson ideas, and social media related to elementary and middle school guidance
- **Link:** <http://www.schcounselor.com/>

U.S. Mint: Financial Literacy

- **Resources:** Activities, lesson plans, and resources to promote financial literacy.
- **Link:** <http://www.usmint.gov/kids/teachers/financialLiteracy/>

Virginia Career View

- **Resources:** Career exploration tools, including online games, self-assessments, career profiles, brochures and career activities for parents, and toolkits for educators.
- **Link:** <http://www.vacareerview.org/k5/>

What Do They Do?

- **Resources:** Brief career profiles for more than 60 professions.
- **Link:** <http://web.archive.org/web/20040404215729/www.whatdotheydo.com/>

Who Builds Big?

- **Resources:** Profiles of architects, engineers, and related careers.
- **Link:** <http://www.pbs.org/wgbh/buildingbig/profile/index.html>

Grades 3–5: Engage

Alaska Fisheries Science Center

- **Resources:** Overview of marine mammal science, and guidance for pursuing careers in the field.
- **Link:** <http://www.afsc.noaa.gov/nmml/education/science/mmscience.php>

American Veterinary Medicine Association Tools for K–12 Educators

- **Resources:** Lesson plans, activity books, career brochures, games and other resources for K–3, 4–6, and 7–12 classrooms.
- **Link:** <https://www.avma.org/kb/k12/pages/avma-educational-resources.aspx>

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- **Link:** <http://www.bls.gov/k12/teachers.htm>

Career Party

- **Resources:** Classroom activity designed to help students think about their interests.
- **Link:** <https://drive.google.com/file/d/0B1wAW8SV6GFOZW81TXZHS3JMc2s/edit?pli=1>

Code.org

- **Resources:** Games, tutorials, and resources to help students ages 8+ learn how to write computer programs, use JavaScript, etc.
- **Link:** <http://code.org/learn>

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- **Link:** http://breitlinks.com/careers/career_pdfs/CareerActivitiesBook.pdf

DiscoverE

- **Resources:** Engineering resources for students, parents, teachers, and counselors, including, career profiles, videos, activities, and guidance for preparing for college.
- **Link:** <http://www.discovere.org/>

Dream It, Do It—Tennessee

- **Resources:** Manufacturing-specific resources, including manufacturing career quiz (interactive way to address FAQs about manufacturing jobs); career profiles (machinist, industrial designer, etc.); resources for students, parents, and counselors; guidance around entering, and completing certification and degree programs for manufacturing positions.
- **Link:** <http://dreamitdoitn.com/>

FBI Kids Page

Resources: Games, kid-friendly overview of the FBI, and animated career profiles.

Link: <http://www.fbi.gov/fun-games/kids/kids>

Kids and Careers in Human Sciences

- **Resources:** Activities and lesson plans related to various human sciences careers.
- **Link:** <http://www.kon.org/kids/index.html>

Kids.Gov: Teachers—Jobs

- **Resources:** Video profiles of individuals in various careers including Archeologist, Chemist, and Oceanographer.
- **Link:** <http://kids.usa.gov/teachers/jobs/index.shtml>

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KnowItAll.Org—Kids Work!

- **Resources:** Interactive map with embedded games, career profiles, work space exploration tools, coloring pages, and classroom activities related to healthcare, communications, and performing arts.
- **Link:** <http://www.knowitall.org/kidswork/>

Monterey Bay Aquarium: Science Careers

- **Resources:** Career Profiles (Aquarist, Education Specialist, Exhibits Coordinator, Exhibit Designer, Research Biologist, and Science Writer), FAQs, and further reading for students interested in marine science careers.
- **Link:** <http://www.montereybayaquarium.org/education/science-careers>

NASA.Gov

- **Resources:** Online games, classroom activities, and career profiles, and other resources for K–12 educators and students.
- **Link:** <http://www.nasa.gov/>

National Security Agency—America’s CryptoKids®

- **Resources:** Online games to introduce security-related skills (e.g., cracking codes).
- **Link:** <https://www.nsa.gov/kids/home.shtml>

Ohio Department of Education: Career Connections—Lessons and Activities

- **Resources:** Lesson plans and activity sheets (e.g., “Writing Résumés for Famous Composers,” “Willy Loman’s New Career Plan”) to integrate career connections into the curriculum.
- **Link:** <http://education.ohio.gov/Topics/Career-Tech/Career-Connections/Lesson-Plans.aspx?searchtext=&searchmode=anyword&subjectsearchfilter=0%3b&gradesearchfilter=0%3b>

San Diego Zoo Kids

- **Resources:** Games, activities, and profiles for careers at the zoo.
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School Counselor Blog

- **Resources:** Tools for elementary and middle school career awareness and planning, lesson ideas, and social media related to elementary and middle school guidance
- **Link:** <http://www.schcounselor.com/>

Sea World Parks and Entertainment—Zoo Careers

- **Resources:** Career profiles and required skills and qualifications for various zoo careers.
- **Link:** <http://seaworld.org/en/animal-info/animal-infobooks/zoo-careers/>

Teachers Try Science

- **Resources:** STEM lesson plans and resources for grades 5–12 educators.
- **Link:** http://tryscience.org/parents/se_6.html

Try Engineering

- **Resources:** Games, lesson plans (e.g., “Build Your Own Robot Arm”), and college planning.
- **Link:** <http://tryengineering.org/>

U.S. Department of Labor: Career One-Stop

- **Resources:** Self-assessments, Skills Profiler career tool, career profiles, résumé and job seeking resources, higher education navigation tool.
- **Link:** <http://www.careeronestop.org/StudentsandCareerAdvisors/StudentsandCareerAdvisors.aspx>

U.S. Mint: Financial Literacy

- **Resources:** Activities, lesson plans, and resources to promote financial literacy.
- **Link:** <http://www.usmint.gov/kids/teachers/financialLiteracy/>

Virginia Career View

- **Resources:** Career exploration tools, including online games, self-assessments, career profiles, brochures and career activities for parents, and toolkits for educators.
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Who Builds Big? E

- **Resources:** Profiles of architects, engineers, and related careers.
- **Link:** <http://www.pbs.org/wgbh/buildingbig/profile/index.html>

Grades 6–8: Invest

Alaska Fisheries Science Center E

- **Resources:** Overview of marine mammal science, and guidance for pursuing careers in the field.
- **Link:** <http://www.afsc.noaa.gov/nmml/education/science/mmscience.php>

American Veterinary Medicine Association Tools for K–12 Educators E I

- **Resources:** Lesson plans, activity books, career brochures, games and other resources for K–3, 4–6, and 7–12 classrooms.
- **Link:** <https://www.avma.org/kb/k12/pages/avma-educational-resources.aspx>

Assessment.com A

- **Resources:** Free, comprehensive career assessment.
- **Link:** <http://assessment.com/>

Astro-Venture (NASA) E I

- **Resources:** Lessons and activities in astronomy, geology, and biology, culminating in the design of a habitable planet.
- **Link:** <http://astroventure.arc.nasa.gov/>

Breitlinks Career Exploration E A I

- **Resources:** Comprehensive repository of career exploration and workplace skills resources, including self-assessments, classroom activities, and career portfolio tools.
- **Link:** http://breitlinks.com/careers/career_activities.htm

Bureau of Labor Statistics—Students

E

I

- **Resources:** Games and quizzes, careers organized by interest types, video career profiles, economic and workforce information, activities (e.g., “Choosing a Career”—comprehensive career exploration project).
- **Link:** <http://www.bls.gov/k12/teachers.htm>

Career Party

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- **Resources:** Classroom activity designed to help students think about their interests.
- **Link:** <https://drive.google.com/file/d/0B1wAW8SV6GFOZW81TXZHS3JMc2s/edit?pli=1>

Career Perfect

A

- **Resources:** Work Preference Inventory and Work Values Inventory self-assessments.
- **Link:** <http://www.careerperfect.com/tips/career-planning/free-tests/>

CareerShip®

E

- **Resources:** Career profiles, searchable by interests and career clusters.
- **Link:** <http://mappingyourfuture.org/planyourcareer/careership/>

CollegeforTN.org

E

A

C

- **Resources:** Career cluster survey, career exploration tools, portfolio builder, high school and college planning tools.
- **Link:** https://www.collegefortn.org/home/roles/middle_school_student.aspx

College Reality Check

C

- **Resources:** Tools to find and compare colleges, as well as guidance to help students, parents, and counselors think through key questions around college, including cost and graduation rates.
- **Link:** <http://collegerealitycheck.com/en/>

DiscoverE

E

I

C

- **Resources:** Engineering resources for students, parents, teachers, and counselors, including, career profiles, videos, activities, and guidance for preparing for college.
- **Link:** <http://www.discovere.org/>

Dream It, Do It—Tennessee E C

- **Resources:** Manufacturing-specific resources, including career quiz; profiles (machinist, industrial designer, etc.); resources for students, parents, and counselors; guidance around entering, and completing certification and degree programs for manufacturing positions.
- **Link:** <http://dreamitdoittn.com/>

Economic Success Measures—Tennessee C

- **Resources:** Searchable database offering information on TN colleges and areas of study.
- **Link:** <http://esm.collegemeasures.org/esm/tennessee/>

JobsforTN.gov E A

- **Resources:** Self-assessment, career exploration tools, and a job market explorer to search by occupation group, education and experience, and wage requirements.
- Link:**
<https://www.jobs4tn.gov/vosnet/MenuLandingPage.aspx?enc=+7ijYqb/pbmrM/FoEheZYzKC HV+pK2S8fEZwdY+SZUI=>

Kiersey Temperament Sorter A

- **Resources:** Personality test and resources to match temperaments with best-fit job types.
- **Link:** <http://keirseey.com/>

Kuder® E A

- **Resources:** Career assessment inventories and planning resources, including a career portfolio builder. Kuder Galaxy is designed for pre-K–5 career awareness and Kuder Navigator supports grades 6-12 career planning.
- **Link:** <http://www.kuder.com/>

Learn NC Career Start P

- **Resources:** Career-related lesson plans in various subjects for grades 6–8.
- **Link:** <http://www.learnnc.org/lp/organizations/52>

Monterey Bay Aquarium: Science Careers E

- **Resources:** Career Profiles (Aquarist, Education Specialist, Exhibits Coordinator, Exhibit Designer, Research Biologist, and Science Writer), FAQs, and further reading for students interested in marine science careers.
- **Link:** <http://www.montereybayaquarium.org/education/science-careers>

MyFuture.com

- **Resources:** Detailed profiles of careers, college, and military opportunities, and a self-assessment to help students identify their desired career path.
- **Link:** <http://www.myfuture.com/>

My Next Move

- **Resources:** Career profiles, searchable by key word, industry, and interests.
- **Link:** <http://www.mynextmove.org/>

NASA.Gov

- **Resources:** Online games, classroom activities, and career profiles, and other resources for K–12 educators and students.
- **Link:** <http://www.nasa.gov/>

Ohio Department of Education: Career Connections—Lessons and Activities

- **Resources:** Lesson plans and activities (e.g., “Writing Résumés for Famous Composers,” “Willy Loman’s New Career Plan”) to integrate career connections into the curriculum.
- **Link:** <http://education.ohio.gov/Topics/Career-Tech/Career-Connections/Lesson-Plans.aspx?searchtext=&searchmode=anyword&subjectsearchfilter=0%3b&gradesearchfilter=0%3b>

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Teachers Try Science

- **Resources:** STEM lesson plans and resources for grades 5–12 educators.
- **Link:** http://tryscience.org/parents/se_6.html

Tennessee College and Career Planning System

- **Resources** (Free for all Tennessee schools— activation code from school counselor or advisor required): Self-assessments, career exploration resources, education planning tools.
- **Link:** <http://www.planningyourdreams.org/>

Texas Workforce Commission & Texas Education Agency—Reality Check

- Budgeting and salary resources, including occupations by salary range.
- <http://www.texasrealitycheck.com/>

Try Engineering

- **Resources:** Games, lesson plans (e.g., “Build Your Own Robot Arm”), and college planning resources.
- **Link:** <http://tryengineering.org/>

U.S. Department of Labor: Career One-Stop

- **Resources:** Self-assessments, Skills Profiler career tool, career profiles, résumé and job seeking resources, higher education navigation tool.
- **Link:** <http://www.careeronestop.org/StudentsandCareerAdvisors/StudentsandCareerAdvisors.aspx>

United States Department of Labor—Youth in Transition

- Lesson plans and activities to help students develop career-relevant soft skills, specifically: Communication, Enthusiasm & Attitude, Teamwork, Networking, Problem Solving & Critical Thinking, and Professionalism.
- **Link:** <http://www.dol.gov/odep/topics/youth/softskills/>

U.S. Mint: Financial Literacy

- **Resources:** Activities, lesson plans, and resources to promote financial literacy.
- **Link:** <http://www.usmint.gov/kids/teachers/financialLiteracy/>

Virginia Career View

- Career exploration resources, including online games, self-assessments, career profiles, brochures and career activities for parents, and toolkits for educators.
- **Link:** <http://www.vacareerview.org/k5/>

Parent Resources

America's Career Resource Network

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A

C

- Resources: Career exploration tools, self-assessments, college planning resources, and guidance to help promote students' success in school.
- Link: <http://acrn.ovae.org/parents.aspx>

College Board: Big Future—For Parents

C

- **Resources:** Guidance and action plan templates parents can use to help their children adjust to high school and start planning for college.
- **Link:** <https://bigfuture.collegeboard.org/get-started/for-parents>

iSeek

E

C

- Resources: Career exploration and college planning tools for families.
- Link: <http://www.iseek.org/parents>

Kids.Gov: Parents—Jobs

E

- **Resources:** Parent brochures, job information, and resources to facilitate career exploration at home.
- **Link:** <http://kids.usa.gov/parents/jobs/index.shtml>

MyChild'sFuture.org—My Occupation Coloring Book

E

- Resources: Coloring book and discussion guide to help parents engage their children in conversations about various occupations.
- Link: http://mychildsfuture.org/parents/activities/Activity_ES_OccupationsColoring.pdf

Battelle for Kids is a national, not-for-profit organization dedicated to moving education forward for students by supporting the educators who work with them every day. Our mission-driven team of education, communications, technology, and business professionals provides innovative services, solutions, and products that empower teachers, develop leaders, and improve school systems to ensure pathways to success for every student. Learn how we move education forward at www.BattelleforKids.org.